

# Barnt Green Parish Council

## Minutes of the Parish Council meeting held at 80 Hewell Road, Barnt Green on Wednesday 3<sup>rd</sup> February 2016 at 7.00pm

**Members present:** Cllrs R Cholmondeley (Chairman), C Hotham (vice-Chairman), R Briggs, E Gumbley, S Whitehand

**In attendance:** 2 members of the public  
1 member of the press (SO)  
Gill Lungley (Executive Officer)

### 16/17 Apologies

Apologies were received from Cllr J Jellie and accepted.

### 16/18 Declarations of Interest

- a) The requirement to keep the Register of Interests updated was noted.
  - b) and c) The need to declare Disclosable Pecuniary Interests and Other Disclosable Interests was noted.
  - d) That dispensation requests are to be in writing was noted.
- No member made a new declaration of interest; it was formally noted at minute no. 16/26b that Cllr C Hotham, who is also a member of Bromsgrove District Council, would stay in this meeting but take part in neither the debate nor subsequent vote on the basis that the views expressed were preliminary views taking into account the information presently made available to the Parish Council. Cllr Hotham reserved his final views on the applications until in full possession of any further relevant arguments for and against.

### 16/19 Requests for dispensation

No requests for a dispensation had been submitted

### 16/20 Adjournment of meeting to hear from:

- a) **Members of the Public:** The invitation to participate was deferred to minute no. 16/22.
- b) **County Councillor: Peter McDonald** had sent apologies for missing this meeting.
- c) **District Councillor: Charles Hotham** In advance of the start of the meeting Coun CH had submitted apologies that he would be late due to other civic duties and he spoke to this item upon his arrival as follows:-
  - Bromsgrove DC are having to make use of £1m from reserves to reach a balanced budget this year and will likely have to do the same for the following two years which may lead to a serious impact on service provision.
  - Coun CH's reason for lateness was due to his presentation to the BDC Cabinet meeting to support his request for funding for public toilets in Millennium Park. It is believed that such a facility will improve the village economy and benefit families using the park. Cabinet have deferred make a decision.
  - The BDC (and Redditch BC) CCTV Charter has been revised and approved and cameras are to be upgraded.

### 16/21 Minutes of the last meeting

The minutes of the Parish Council meeting held 06/01/2016 were agreed a true record and signed by the Chairman following the request to differentiate the presence of members of the press from members of the public attending council meetings.

### 16/22 Chairman's Report

- Network Rail had now provided two options for alternative routes to the temporarily closed public footpath no 500 / Cofton footway crossing which will be discussed in more detail at the next meeting of the parish council. Details of the consultation will be included in the next issue of The Bulletin.

At this point Standing Orders were suspended to hear views from Members of the Public, as per minute no. 16/20a.

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One member of the public spoke to voice concerns about the way in which Network Rail had managed the footpath closure and asked that news of the consultation be spread as wide as possible to ensure a good response.

Standing Orders resumed:

- Network Rail still have work to complete including the side wall of the Hewell Lane over-bridge and the installation of lifts to the station's footbridge.

## 16/23 Decisions taken by the Executive Officer since last meeting and updates

<p>23a) Network Rail / footpath 500 Press release from NR states the footpath closure has been extended for 12 months; NR will consult on options. Communication from Sajid Javid MP "will be keeping a watchful eye on the matter". NR proposals received 29/01/2016 will be considered at next PC meeting.</p>
<p>23b) Footpath 507 adj Scout drive WCC (footpaths), NWWM (water management) and Scouts have met to clarify what is needed to be done. Footpath surfacing will follow drainage improvements. It was suggested the reason for the excess mud at the kissing gate is due to the emergence of a spring.</p>
<p>23c) Car parking issues Photographic evidence of anti-social parking received in this office will be forwarded to the Safer Neighbourhoods Team team at Rubery. All schools have received a letter written by joint police force for circulation to all parents urging considerate parking when on the school run. PCSO Stuart Taylor supports setting up a walking bus / kiss and drop and suggests PC organise volunteers. Members agreed to include this in the next Bulletin.</p>
<p>23d) Network Rail, Hewell Lane bridge The unfinished state of the bridge in Hewell Lane is causing concern to residents; members agreed to lodge a complaint at Network Rail and refer to it in the next issue of the Bulletin.</p>
<p>23e) General Correspondence in addition to weekly newsletters etc.</p> <ul style="list-style-type: none"><li>- concerns re speeding traffic, Bittell Road</li><li>- Village May Ball – Saturday 14/05/2016 in aid of school</li><li>- Shindig / Live and Local – new promotional leaflets received and notification of GAS events</li><li>- WCC consulting on WCC Budget via online survey</li></ul>
<p>23f) RoSPA inspection The EO and Cllr EG plus the litter picker if available will meet with the inspector in March for the annual inspection of play equipment at both Parker's Piece and Millennium Park. There is an extra charge of £42.00 for this meeting.</p>
<p>23g) Organised football use of Parker's Piece It is possible that a new football group is keen to make use of the facilities at Parker's Piece. However there are some issues relating to marking-out of pitch, provision of nets, Sunday morning car parking and whether the field will support more than one youth team. With regard to outstanding hire payments, Total Football have provided a cheque for the 2015 summer term's (May-August) use; and has promised the outstanding amount of £170, for 2015 autumn term (Sept – Dec), is to be paid at end of half-term, February 2016. TF then expects to be up to date and will pay Spring Term 2016 (Jan – Apr) at end of April 2016.</p>
<p>23h) Volunteer litter pickers The two Duke of Edinburgh students continue to provide an hour's litter picking each week; the EO has recently replaced the litter-pick sticks at a cost of £23 net.</p>
<p>23i) Millennium Park dog waste bin removal The dog waste bin has been removed from Millennium Park; BDC have been asked to supply 'Any Bin Will Do' stickers to the remaining bins. Following an enquiry from a member of the public relating to recycling and the validity of sorting household rubbish into recycling and general refuse, it was agreed to ask Bromsgrove DC for a breakdown of the effectiveness of householders efforts in this respect.</p>
<p>23j) Website update EO and Cllr EG to meet with current website provider w/c 08/02/2016 to discuss future changes.</p>

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**16/24 Co-option to the two vacant seats**

No application had been received for co-option; members would continue to seek suitable candidates, possibly someone who could represent the businesses in the village.

**16/25 Finance**

i) Current financial position, in brief is as per bank reconciliation 31/01/2016 was reported as follows:

		Jan-16
<b>Cash in hand at 1 April 2015</b>		
As per all bank accounts		£64,831.21
<b>Add receipts between 1 April - 31 January 2016</b>	66,885.59	
<b>Less payments between 1 April - 31 Jan 2016</b>	-53,586.33	
less unrepresented cheques	-1,237.50	
<b>Cash in hand at 31 January 2016</b>		<b>£76,892.97</b>
<b>Cash in hand per bank statements at 31 Jan 2016</b>		<b>£76,892.97</b>
As per all bank accounts at 31 January 2016		<b>£76,892.97</b>

The following receipts and payments were reported:

RECEIPTS AND PAYMENTS FOR JANUARY 2016					
	Description	Receipts	Payments		
			Gross	VAT	Net
v159	Lengthsman repayment	882.00			
v160	Bank interest	1.08			
v161	Bank interest	12.47			
v162	General maintenance and playing field		273.43	45.57	227.86
v163	Office electricity		32.94	1.56	31.38
v164	unmetered street lighting supply		236.36	39.39	196.97
v164	unmetered street lighting supply		12.43	0.59	11.84
v165	office equipment		143.98	24.00	119.98
v166	dismantle Xmas lights		2,046.00	341.00	1,705.00
v167	replacement light		42.96	7.16	35.80
v168	litter bin emptying, Parkers Piece		157.47	26.25	131.22
v169	Monthly maintenance charge		264.00	44.00	220.00
v170	Monthly website charge		58.00	0.00	58.00
v171	VAT repayment	3,805.12			
v172	Councillor training		60.00	10.00	50.00
v173	Administration salary		1,089.05		1,089.05
v174	Office telephone, January		18.01	3.00	15.01
RECEIPTS AND PAYMENTS FOR FEBRUARY 2016 to date					
v175	Hire of football field, 2nd term 2015	170.00			
v176	Removal of Christmas Tree		42.00	7.00	35.00
v177	General maintenance and playing field		273.43	45.57	227.86
v178	Millennium Park hedge cutting		60.00	0.00	60.00

ii) Cllr E Gumbley had carried out the quarterly internal check of the parish council's accounts and book-keeping on 01/02/2016, and reported all in good order.

**iii) Budget and Precept for 2016/17**

Following due consideration it was agreed to establish a budget to allow for some growth. The expected total payments over the 2016/17 financial year to be in the region of £61,880, as attached at page 44.

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It was agreed to set a precept of £57,650, an increase on last year of £450; however due to an increase in the Council Tax base figure the Band D contribution would remain as last year at £62.58.

The Executive Officer was asked to find out about the levels of reserves that parish councils would be expected to retain.

## iv) Christmas Lighting

One of the two businesses in Barnt Green that helps to provide the electricity for the Christmas lighting display has asked about a contribution towards their costs. It was agreed that the Parish Council is grateful for the business' contribution to the annual event and as no one should be expected to carry the burden of such costs then a meeting would be arranged with the business to resolve the matter.

## 16/26 Neighbourhood, Planning and Environment

- a) The draft minutes of the NPE committee meeting held 18/01/2016 were noted and the recommendations considered as follows:
- i) It was agreed to hold a meeting for village retailers to provide an update on the Neighbourhood Development Plan and build on communications for forthcoming events (Sport Relief, Open Gardens, HM QEII90) and seek to re-establish a retailers support group; costs to include room hire and refreshments.
  - ii) It was agreed to replace six bollards (5 already missing, 1 damaged) in Hewell Road (1 on corner with Victoria Mews, 4 outside Oulsnam, 1 on Deedar isthmus) at a cost of £200 each. Reimbursement for the cost to replace the three missing from outside Oulsnam's would be requested from Severn Trent Water (bollards had been removed when temporary lights had been set up to deal with a burst pipe, December 2015). On the isthmus outside Deedar one bollard would be replaced, the other 2 missing bollards to be replaced instead by a planter.
  - iii) It was agreed to find out more about the proposal to site a flagpole in Millennium Park regarding height, frequency of use, cost and suitability of site.
- b) To consider the parish council's response to planning consultations received since last meeting, including:

Log018 / 15/1057	Land off Fiery Hill Road	CALA Homes development
Application Reference Number: 13/0121 Date of Decision: 24/06/2013 Condition Number(s): 40 Conditions(s) Removal: The realignment of Fiery Hill Road is currently subject to a Full Planning application (15/0652). Condition 40 as currently worded requires the completion of the realignment of Fiery Hill Road prior to 1st occupation. Due to the outstanding application this will not be achievable without significantly delaying the provision of market and affordable housing upon the site. Request the following instead:- To enable 30 dwelling occupations, to be accessed from the current planning approved junction with Fiery Hill Road, prior to the completion of the realignment of Fiery Hill Road.		
Parish Council comment: No objection.		
Log019   15/0960	Copper Beech, 14a Cherry Hill Road	Proposed room over garage
Parish Council comment: No objection.		
Log016   15/0944	Re 28 Bittell Road, CH	requested this to be considered by BDC committee
Invitation to attend the BDC planning committee meeting on 08/02/2016 has been received.		

- c) **Car Park, Fiery Hill Road –**  
It was agreed, subject to contract, to accept the offer put forward by CALA Homes to take ownership of the 28-space 'commuters' car park in Fiery Hill Road after the first 12-months' use, CALA to provide £30,000 to support future maintenance. Quotes would be obtained for a solicitor to provide legal support and advice.
- d) **Parker's Piece footway –** the specification had been refined and costings made clearer and it was agreed that Cllr E Gumbley would visit sites of existing works undertaken by each contractor to assess suitability. It was expected that one of the quotes would be

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accepted subject to confirmation and provision of a guarantee. The cost was likely to be between £4,988 - £7,980.

The application for grant funding to Tesco's had not been successful. Cllr C Hotham would see if S106 funding could be accessed for this scheme.

**Point of order:** it was agreed to continue the meeting to conclude all business on the agenda.

**e) Policing and PACT meetings**

**(i) PACT:** Cllrs E Gumbley and C Hotham along with county councillor P McDonald had attended a meeting with the Safer Neighbourhood Team representatives at Rubery police station. It had been suggested that PACT meetings could be held on a quarterly basis. It was agreed to arrange for the hire of a meeting room for the first such meeting.

**(ii) SmartWater Village:** to consider funding for SmartWater Village status  
Cllr E Gumbley is to attend a meeting on this topic at Rubery police station 5/2/2016.

**f) Community Computer Learning Bus:** Bromsgrove District Housing Trust had asked for advice on the most suitable site for this facility; members suggested the Social Club and to publicise the scheme in the Bulletin.

**16/27 Consultations**

- a) Worcestershire County Council Flood Plan: consultation noted.
- b) National Planning Policy Framework amendments: Cllr S Whitehand will respond.
- c) New Homes Bonus changes: consultation noted.

**16/28 Events**

- a) To note arrangements for the Sport Relief Mile on 20/03/2016: Cllr E Gumbley is the link member for this event.
- b) Other events noted:
  - i) Shindig Theatre 'The Origin of Species' 16/04/2016
  - ii) Barnt Green Open Gardens 2<sup>nd</sup>/3<sup>rd</sup> July 2016

**16/29 Governance**

- a) Review of the Child Protection Policy 2014  
It was agreed to adopt the Child Protection Policy 2014 without amendment and signed by the Chairman.

**16/30 Councillors' reports and items for future agendas**

- (i) report on meetings attended –
  - a) Cllr R Cholmondeley had attended the WCC Budget Briefing on 21/01/2016 and various NDP consultation meetings with parish stakeholders.
  - b) Cllr E Gumbley had met with the Chairman of Barnt Green Sports Club to discuss issues relating to the planned May Ball on 14/05/2016 and the issue of rainwater draining from sports club onto Parker's Piece playing field en route to the stream on the boundary of the playing field.
- (ii) agree the attendance of councillors at forthcoming meetings –  
NDP committee members are to meet with Alvechurch PC's NDP committee Chairman 08/02/2016.
- (iii) report minor matters of information not included elsewhere on the agenda: none.
- (iv) items for future agendas to include: members' training; siting of cycle racks in the village centre.

**16/31 Date and Venue of Next Meeting**

The next meeting will be held on Wednesday 2<sup>nd</sup> March 2016 at 80 Hewell Road.

This meeting ended at 9.35pm.

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Chairman 2<sup>nd</sup> March 2016

	2014/15 actual	2015/16 budget	2015/16 YTD as at 31/10/2015	2015/16 YTD as at 31/12/2015	adjustment to fye 31/03/2016	Proposed budget 2016-17
<b>RECEIPTS</b>						
Precept paid in current year	56,215.76	57,200.00	57,200.00	57,200.00	57,200	57,650
Council Support Grant	0.00	0.00	1,379.00	1,379.00	1,379	634
Interest	972.25	470.00	19.58	33.13	470	450
Lengthsman Refund	1,453.65	2,000.00	500.00	500.00	2,000	2,000
VAT Refund	5,133.88	3,600.00	1,455.29	1,455.29	3,600	3,500
Miscellaneous	257.50	567.50	1,593.51	1,631.05	1,930	1,000
<b>Total Receipts</b>	<b>64,033.04</b>	<b>63,837.50</b>	<b>62,147.38</b>	<b>62,198.47</b>	<b>66,579.00</b>	<b>65,234.00</b>
<b>PAYMENTS</b>						
Staff Costs	15,665.15	15,750.00	9,974.71	12,517.97	16,030	16,000
Chairman's Allowance	382.20	425.00	-	343.00	360	425
Office Running costs	5,471.05	5,940.00	4,404.54	5,730.80	5,940	6,000
Training and Publications	210.00	250.00	118.46	118.46	250	250
Meeting Rooms and Refreshments	0.00	50.00	27.00	27.00	50	60
Subscriptions	817.27	845.00	644.94	847.86	848	900
Insurance	947.82	1,000.00	963.32	1,026.92	963	1,000
Auditor Fees	435.00	445.00	415.00	415.00	415	445
Legal Fees	842.50	500.00	-	-	500	500
Loan repayments	583.28	0.00	-	-	-	-
Election costs	0.00	3,657.00	89.70	89.70	90	1,000
Donations	250.00	0.00	-	-	-	1,000
General Administration Costs	218.77	300.00	335.12	513.73	370	350
VAT	5,725.38	3,600.00	2,948.96	4,035.51	3,600	3,500
<b>Administration</b>	<b>31,548.42</b>	<b>32,762.00</b>	<b>19,921.75</b>	<b>25,665.95</b>	<b>29,416.02</b>	<b>31,430.00</b>
Newsletters	980.00	1,000.00	490.00	735.00	980	1,000
Website	696.00	696.00	446.00	562.00	736	500
<b>Communication</b>	<b>1,676.00</b>	<b>1,696.00</b>	<b>936.00</b>	<b>1,297.00</b>	<b>1,716.00</b>	<b>1,500.00</b>
Park Mowing	810.00	800.00	756.00	756.00	800	800
Park Maintenance	4,851.44	450.00	945.88	989.88	1,000	2,000
Park Safety Inspections	215.00	150.00	60.00	100.00	215	200
<b>Millennium Park</b>	<b>5,876.44</b>	<b>1,400.00</b>	<b>1,761.88</b>	<b>1,845.88</b>	<b>2,015.00</b>	<b>3,000.00</b>
Field Mowing	2,734.32	3,000.00	1,595.02	1,822.88	2,250	2,800
Field Maintenance	1,955.85	1,800.00	296.30	524.16	500	1,500
Field Safety Inspections	215.00	150.00	60.00	100.00	150	200
<b>Parker's Piece</b>	<b>4,905.17</b>	<b>4,950.00</b>	<b>1,951.32</b>	<b>2,447.04</b>	<b>2,900.00</b>	<b>4,500.00</b>
Hanging baskets	389.58	400.00	416.25	416.25	416	500
Planters	287.50	600.00	471.67	786.67	850	900
Maintenance	1,813.75	900.00	430.00	722.00	900	900
<b>Environment</b>	<b>2,490.83</b>	<b>1,900.00</b>	<b>1,317.92</b>	<b>1,924.92</b>	<b>2,166.00</b>	<b>2,300.00</b>
Street Lights Maintenance	5,750.60	3,000.00	1,760.50	2,356.60	3,500	4,000
Electricity	2,482.16	3,000.00	1,316.74	1,693.77	3,000	3,000
Christmas lights	5,825.86	6,325.00	948.00	3,803.39	6,800	7,000
<b>Street lighting</b>	<b>14,058.62</b>	<b>12,325.00</b>	<b>4,025.24</b>	<b>7,853.76</b>	<b>13,300.00</b>	<b>14,000.00</b>
Lengthsman charges	1,025.60	2,000.00	1,500.00	1,500.00	2,000	2,000
Highways	0.00	0.00	210.00	210.00	250	250
<b>Highways</b>	<b>1,025.60</b>	<b>2,000.00</b>	<b>1,710.00</b>	<b>1,710.00</b>	<b>2,250.00</b>	<b>2,250.00</b>
Events	349.40	0.00	644.50	862.15	900	900
Section 137	0.00	0.00	-	-	-	-
Neighbourhood Plan	0.00	2,000.00	-	-	2,000	2,000
Fixed Assets	0.00	250.00	5,195.00	5,545.00	5,195	-
<b>Miscellaneous</b>	<b>349.40</b>	<b>2,250.00</b>	<b>5,839.50</b>	<b>6,407.15</b>	<b>8,095.00</b>	<b>2,900.00</b>
<b>Total Payments</b>	<b>61,930.48</b>	<b>59,283.00</b>	<b>37,463.61</b>	<b>49,151.70</b>	<b>61,858.02</b>	<b>61,880.00</b>
<b>Total Receipts</b>	<b>64,033.04</b>	<b>63,837.50</b>	<b>62,147.38</b>	<b>62,198.47</b>	<b>66,579.00</b>	<b>65,234.00</b>
<b>Total Payments</b>	<b>61,930.48</b>	<b>59,283.00</b>	<b>37,463.61</b>	<b>49,151.70</b>	<b>61,858.02</b>	<b>61,880.00</b>
<b>Net surplus / deficit</b>	<b>2,102.56</b>	<b>4,554.50</b>	<b>24,683.77</b>	<b>13,046.77</b>	<b>4,720.98</b>	<b>3,354.00</b>
<b>Possible Capital projects</b>						
New website	750.00					
Flagpole	400.00					
Pathway across Parkers Piece	30,000.00					
Toilets, Millennium Park	55,000.00					
Cycle Racks	1,000.00					
With council tax base of 921.29 then a precept of £57,650 in 2016/17 will mean Band D contribution of £62.58, ie same as for 2015/16.						